

OP NOTICE NO. 20-87-3
4 June 1987

SUBJECT: Establishment of Organization Planning and Development
Branch

1. The Organization Planning and Development Branch (OPDB) has been established recently within the Policy and Review Staff of Policy, Analysis and Evaluation. The principle mission of OPDB is to provide advice, analysis and guidance in human resource (HR) planning and management.

2. Responsibilities of the OPDB include:

a. Providing consulting services to managers to enable them to do HR planning against strategic intelligence requirements. This includes assisting managers in evaluating their HR management programs in concert with the budget cycle (e.g., career development, assignment strategies, and long-term planning against budget constraints).

b. Reviewing occupations which cross Agency lines to ensure consistent implementation of HR management and policy decisions and making recommendations to the Director of Personnel for corrective action where necessary.

c. Conducting internal environmental surveys to provide trend analysis, identify areas where change is needed and provide recommendations for such changes, and advise management on available HR management tools.

3. In addition to the above, OPDB will be working with the OP Training Officer and Occupational Panel to formulate an HR management development program to assist personnel careerists in their transition to a new HR management system. The goal of this program is to help component personnel officers define information management requirements

specific to supporting component management and employees. This program will include test exercises involving new techniques and systems; specific OP training workshops; on-the-job training; and external undergraduate/graduate study.

4. [redacted] has been appointed as Chief, OPDB and she is located in room [redacted] Any questions regarding OPDB may be referred to her on extension [redacted]

[redacted]
Hugh E. Price
Director of Personnel

STAT
STAT
STAT
STAT

Page Denied

FEBRUARY 1983

DISTRIBUTION OF OPM's & OPN's in OFFICE of PERSONNEL

2 - D/Pers, 5E58 Hqs.	12 - RD, 806 Ames
1 - CMS, 5E68 Hqs.	4 - SPD, 806 Ames
1 - DD/Pers/SP, 5E56 Hqs.	1 - MPB, 206 Ames
7 - BSD, 5E56 Hqs.	1 - CARB, 821 Ames
1 - CAD , 5E65 Hqs.	1 - CSB, 207 Ames
1 - SAS, 5E46 Hqs.	1 - CTS, 202 CofC
1 - TRB, 5E13 Hqs.	3 - PA&E, 1006 Ames
	2 - PMCD, 1016 Ames
1 - ADRB, 5E03 Hqs.	1 - IAB, 1022 Ames
1 - Credit Union, 1J33 Hqs.	1 - ID, 1036 Ames
3 - RAD, 906 Ames	1 - VM (held with RMO)
	1 - T-1 NIESO
	GB 31
	Hqs
	Attn:

STAT